City of Blue Lake
Planning Commission Minutes
Special Meeting
September 17, 2015

The Blue Lake Planning Commission Special Meeting was called to order at 7:06 p.m. at Skinner Store

Commissioners Present: Earl Eddy, Karen Nessler and David Glen

Commissioners Absent: Richard Platz

Staff Present: City Planner Garrison Rees, Planning Commission Secretary Cheryl Gunderson, Assistant City Manager Vicki Hutton, and City Clerk April Sousa

Staff Absent: None

Public Present: None

1. **Approval of Minutes:**
   a. None

2. **Public Input on Non-Agenda Items**
   b. None

3. **Approval of the Agenda**
   a. Motion (Nessler, Eddy) to approve agenda as is.
   b. Motion passed unanimously.

Discussion/ Action:

4. **Planning Commission Discussion: City of Blue Lake Strategic Growth Council (SGC) Sustainable Communities Planning Grant No. 3012-552. Task 2(A) Land Use Element Update.**
   a. Planner Rees presented the current draft of the Land Use Element Update. He discussed the modifications made to the General Issues Section of the Element and the new Section F (Cultural Resources).
   b. Planner Rees explained that this addition to the Land Use Element was a result of consultation with the Blue Lake Rancheria and their Tribal Historic Preservation Officer (THPO). The ultimate goal is the protection, preservation, and enhancement of cultural resources and the policies and implementation address the City's obligation to prevent significant impacts to cultural resources as required by State law and the California Environmental Quality Act (CEQA).
   c. Commissioner Glen requested that other groups be included in the discussion in Implementation Measure e. in Section D. Specifically, "disaster preparedness community groups." He also wanted to restate that "other programs should also be

encouraged."

5. **Planning Commission Discussion: City of Blue Lake Strategic Growth Council (SGC) Sustainable Communities Planning Grant No. 3012-552. Task 2(B) Circulation Element Update.**
    a. Planner Rees presented the current draft of the Circulation Element. He explained that the new revisions primarily include revisions to the figures and traffic count data. In addition, there are a few new policies that were developed based on the results of the traffic count data.
    b. Planner Rees discussed with the Commissioners the comments received from Chair Platz who was unable to attend the meeting.
    c. Planner Rees explained that a policy was added concerning residential densities along South Railroad Ave which has the greatest residential development potential of any area in the City. Since the road is currently in substandard condition and there are barriers to upgrading the road to meet applicable engineering standards, it is recommended by Staff that the residential densities along this road section be lessened to reduce traffic impacts in the future.
    d. The Commissioners discussed whether the road could be upgraded in the future to accommodate the residential density allowed under current zoning. The Commissioners ultimately decided to keep the proposed revisions concerning South Railroad Ave as recommended by Staff.

6. **Planning Commission Discussion: City of Blue Lake Strategic Growth Council (SGC) Sustainable Communities Planning Grant No. 3012-552. Task 2(F) Ordinance Update.**
    a. Planner Rees presented the current draft of the Zoning Ordinance which includes revisions to the section on Off-Street Parking Facilities, Yards, and Site Plan Approval.
    b. Planner Rees explained that Section 625 is not currently in compliance with State law since there are time limits for processing Site Plan Approval applications that would not allow for adequate CEQA review.
    c. The Commissioners discussed Section 625 (Site Plan Approval) and determined that the phrase "A complete application, including" be inserted at the beginning of the paragraph in Section 625(C) and the phrase "in duplicate" be removed.
    d. Planner Rees explained that Section 625 (Site Plan Approval), will be noticed for a public hearing at the October meeting and moved forward as a priority item.

7. **Miscellaneous Planner Items.**
    a. Planner Rees discussed the need for a Public Hearing at the Planning Commission meeting in October to discuss the Ordinance Update.
    b. Planner Rees updated the Commission on agenda items for upcoming meetings.
    c. Planner Rees discussed the SGC grant timeline with the Commissioners and explained that there will be the need for one additional special meeting prior to the end of the grant term. He thanked the Commissioners for their willingness to attend the extra meetings.

8. **Upcoming Planning Commission Meetings for the next 3 months will be on September 21st, October 19th, and November 16th.**
    a. All Commissioners in attendance will be available to attend upcoming meetings, with

the exception of Chairman Platz, who may be unavailable for the November meeting.

9. **Adjournment by 9:00 pm unless extended by the Planning Commission.**
    a. Motion (Nessler/Eddy) to adjourn.
    b. Motion passed unanimously.
    c. Meeting adjourned at 8:38 p.m.